

Workplace Access Plan

A visual one-page structure for agreeing what helps, what to watch for and how support will be reviewed.

1

WHAT HELPS ME WORK WELL

Communication style, environment, equipment, routines and useful support.

2

BARRIERS TO WATCH

Situations that increase pain, overload, fatigue, confusion or difficulty accessing work.

3

EARLY WARNING SIGNS

Changes that may show support needs reviewing before work becomes unsustainable.

4

WHAT TO DO

Practical actions the employee and workplace can take when barriers increase.

5

WHO TO CONTACT

Agree the appropriate person for support, questions or urgent changes.

6

REVIEW POINT

Set a sensible time to revisit the plan after changes in role, health or workplace.

TAKEAWAY

An access plan should be a living working document - practical, individual and easy to update.